

# VACANCY ANNOUNCEMENT

## THE USAID MISSION IN SAN SALVADOR



<b>No. 12-008</b>	<b>INVESTIGATOR-Regional Inspectors Office (RIG) Position Vacancy</b>	<b>Date: 07/26/12</b>
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**OPEN TO:** All Interested Candidates

**POSITION:** INVESTIGATOR- FSN-11

**OPENING DATE:** July 26, 2012

**CLOSING DATE:** August 13, 2012

**WORK HOURS:** Full time; 40 hrs. Workweek

**SALARY:** \*Ordinarily Resident (OR): Position Grade FSN-11, \$41,798.00  
(Basic Rate + Allowances)

**NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.**

The incumbent serves as a Locally Employed Staff (LES) Investigator, responsible for conducting investigative work within the San Salvador Regional Office of Inspector General (RIG), Office of Investigations (RIG/I). The incumbent, who works under the direction of the Special Agent in Charge (SAC) in Washington, D.C., has duties and responsibilities that are designed to support the investigative program of the San Salvador RIG/I. The mission of the Office of Inspector General is to promote and preserve the efficiency, effectiveness, and integrity of USAID. To that end, RIG/I San Salvador is responsible for receiving and investigating allegations of possible fraud, waste, and abuse within the USAID programs of El Salvador and the rest of Latin America where USAID operates.

A copy of the complete position description listing all duties and responsibilities is available in the Personnel Office. Contact Ext. 3152.

### QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criteria detailed below with specific and comprehensive information supporting each item.

- 1. EDUCATION:** Bachelor Degree in Forensic Science or Criminal Investigation or any other related field is required.
- 2. EXPERIENCE:** Five Years of progressively responsible experience in performing investigative work related to government activities and or/employee integrity matters is

required. Prior experience with implementation of foreign assistance projects, the administration of U.S. Government contracts, and/or financial management and/or closely related areas is required. This may include military, police, or private organizations.

3. **LANGUAGE:** Level IV (fluent) in English oral/written is required and will be tested.  
Level IV (fluent) in Spanish oral/written is required and will be tested.
4. **KNOWLEDGE:** A thorough knowledge of local political, social, and cultural customs and practices is required. Working knowledge of the host country legal and criminal justice system or its law enforcement procedures is required.
5. **SKILLS AND ABILITIES:** Excellent analytical and judgment skills are required to effectively conduct sensitive, high profile investigations, and to provide sound advice of potential violations of host country laws, the legality of proposed investigative techniques, the admissibility of gathered evidence, as well as the potential political implications of said investigations. Must be capable of maintaining extensive contacts within the law enforcement community. Must have the ability to exercise initiative and resourcefulness in obtaining evidence. Required ability to draft objective and logical reports in English. Strong interpersonal skills are required. Proficiency with word processing and spreadsheet software (MS WORD/EXCEL) and the ability to conduct effective Internet research is required. The willingness and ability to travel throughout the region is also required.

## SELECTION PROCESS

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.

## TO APPLY

Interested applicants for this position must submit the following or the application will not be considered:

1. Application for US Federal Employment (DS-0174);

<http://photos.state.gov/libraries/elsavador/231771/PDFs/ds-174.pdf>

2. Candidates must identify the position to which they are applying.

Any other documentation (e.g. essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the positions as listed above.

## SUBMIT APPLICATION TO

Executive Office  
USAID/EI Salvador  
PER e-mail: [ssvacancies@usaid.gov](mailto:ssvacancies@usaid.gov)

***Due to the volume of responses, individual acknowledgements regarding receipt of applications cannot be made. Only those applicants who are invited for an interview will be notified regarding the status of their applications.***

## DEFINITION

1. Ordinarily Resident (OR) – A Foreign National or US citizen who:

- Is locally resident; and,
- Has legal, permanent resident status within the host country; and,
- Is subject to host country employment and tax laws.

**CLOSING DATE FOR THIS POSITION: August 13, 2012**

The US Mission in San Salvador provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

**Approved: USAID**